



Department of Health

Three Capitol Hill
Providence, RI 02908-5097

TTY: 711
www.health.ri.gov

**STATE OF RHODE ISLAND
CENTER FOR PROFESSIONAL BOARDS AND COMMISSIONS
BOARD OF BARBERS, HAIRDRESSERS, COSMETICIANS,
MANICURISTS AND ESTHETICIANS**

**3 CAPITOL HILL
CONFERENCE ROOM 205
PROVIDENCE, RHODE ISLAND**

**WEDNESDAY MAY 18, 2016
8:30 A.M.**

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Stephen Beaman
Erin Bradford
Normand Demers
Beverly Manzi-Greco
Karen Silva

BOARD MEMBERS ABSENT

Vincenzo Carnevale
Bryant O'Neill

STAFF MEMBERS IN ATTENDANCE

Linda Esposito, Board Manager
Stacy Mello, Inspector
Sarah Harrigan, Chief of Professional Boards and Commissions

1. Establishment of a quorum

A meeting of the Rhode Island Board of Barbers, Hairdressers, Cosmeticians, Manicurists and Estheticians was held on Wednesday, May 18, 2016 at the Rhode Island Department of Health, Conference Room 205, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 8:35 a.m. on a motion by Beverly Manzi-Greco, and seconded by Normand Demers. Motion carried.

2. Chief's Report

Sarah Harrigan, Chief of Professional Boards and Commissions, addressed the Board with regard to the general process of changing Statutes and Rules and Regulations, as well as recruitment.

Sarah Harrigan left the meeting at 8:55 a.m.

3. Board Manager's Report

- Board Manager, Linda Esposito, introduced new Board Member, Erin Bradford. Ms. Bradford fills the Public Member vacancy on the Board.
- The Board was advised of an email received questioning whether an interpreter can be used to conduct a practical exam. As Rhode Island adheres to the National Institute for Cosmetology (NIC) guidelines, the requestor is referred to NIC to obtain that information.

4. Presentation of the October 19, 2015 Open Session Meeting Minutes

Erin Bradford and Karen Silva did not participate in the vote to accept these minutes as they were not present at the October 19, 2015 meeting

Motion was made by Beverly Manzi-Greco, and seconded by Stephen Beaman, to accept the Open Session minutes for the Rhode Island Board of Barbers, Hairdressers, Cosmeticians, Manicurists and Estheticians for Monday, October 19, 2015. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

5. Summary of Recent Complaints

A "Complaint Summary" was provided for the Board's information. Since October 19, 2015, 32 Complaints have been received by the Department and were processed, as follows:

- 16 Complaints were Administratively Closed, 8 of which were closed following inspection and a finding of no violation
- 3 Complaints are to be inspected
- 4 Complaints are awaiting team review
- 7 Complaints require follow up action
- 2 Complaints have received responses to be reviewed by the Board.

6. Old Business

Discussion of changes to Rules and Regulations and Statutes.

- Board Members were provided a breakdown of the changes made to the Statue by Amendment to Article 20.
- Discussion was held regarding continuing education and research of statues of surrounding states.
- Board Manager, Linda Esposito, provided a revised affidavit for documentation of training hours for barber trainees. The affidavit is meant to replace the "*Affidavit to verify Rhode Island Barber Apprentice Training*" since the barber apprentice licenses have been deregulated, but the actual training requirements still exist. The revised form, "*Affidavit to verify Rhode Island Barber Training*", will continue to provide a way to document the training hours that are still required in order to become a licensed Barber. A motion was made by Beverly Manzi-Greco, and seconded by, Karen Silva, to accept the revised affidavit as presented. Motion carried.

7. Motion to Adjourn to Closed Session

A motion was made by, Beverly Manzi-Greco, and seconded by, Stephen Beaman, to adjourn to Closed Session at 9:40 a.m. pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct. Motion carried.

8. Motion to Return to Open Session

Motion was made by Beverly Manzi-Greco, and seconded by Karen Silva at 10:15 a.m. to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

9. Adjournment

The next Rhode Island Board of Barbers, Hairdressers, Cosmeticians, Manicurists and Estheticians meeting will be held on Wednesday, August 17, 2016. Motion was made by Beverly Manzi-Greco, and seconded by Stephen Beaman, to adjourn at 10:45 a.m. Board voted unanimously to adjourn. Motion carried.

Respectfully submitted,

Linda L. Esposito
Board Manager
State of Rhode Island
Center for Professional Boards and Commissions
Board of Barbers, Hairdressers, Cosmeticians, Manicurists and Estheticians